



Republic of the Philippines  
**Department of Education**  
National Capital Region  
Schools Division Office – Muntinlupa City

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**SPECIAL PROGRAM FOR TECHNICAL VOCATIONAL EDUCATION (SPTVE)**  
**Cookery Grade 8 Quarter 3 Week 1**

**I. Topic: OBSERVING WORKPLACE HYGIENE PROCEDURES**

**II. Objectives:** At the end of this module, you are expected to:

1. identify and explain significant workplace hygiene procedures.
2. practice workplace hygiene procedures; and
3. appreciate the importance of practicing personal hygiene and sanitation in the kitchen.

**III. Brief Introduction of the Lesson**

**Personal Hygiene** - health practices and habits which enable one to stay physically healthy. This means keeping oneself clean to avoid transfer of harmful bacteria to the food.

**Keeping Oneself Clean**

**Hygiene Procedure may include:**

- Safe and hygienic handling of food and beverage
- Regular hand washing
- Correct food storage
- Appropriate and clean clothing
- Avoidance of cross – contamination
- Safe handling and disposal of linen and laundry
- Appropriate handling and disposal of garbage
- Cleaning and sanitizing procedures
- Personal hygiene.

**Practice Personal Hygiene in the kitchen.**

- Scrub your hands with soap and warm water before you handle any food, especially when you have just come from the toilet, after touching your hair or other parts of your body and after using your hands to cover your mouth or nose when you cough or sneeze. Be sure to clean under your fingernails where dirt and bacteria tend to accumulate. Use a separate towel or cloth for drying dishes, wiping, counter tops, and wiping hands
- Avoid working with food, when you have an open cut, sore, boil or infected wound in your hands. Pus and other liquids secreted by the wound contain millions of harmful bacteria that can cause food poisoning. Keep hands out of food as much as possible, otherwise, wear disposable gloves
- Avoid smoking while preparing or handling food as ashes may drop into the food.
- Wear suitable clothes at work. Do not wear clothes with long sleeves that may drag into the food
- Always wear clean clothes and aprons Use clean utensils in preparing, cooking and serving food. Use a clean spoon each time for tasting food.
- Avoid wearing jewelry when working; Wear a hairnet or a cap to keep the hair in place.





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**Personal Protective Clothing (Cooking Outfit) Used in the Kitchen**

- Hair Covering/hairnets – prevent hair from falling into food product.
- Facial Masks – serve as barriers to airborne contamination during sneezing, coughing and talking.
- Aprons – reduce risk of contamination and help maintain cleanliness.
- Gloves – reduce risk of contamination.
- Footwear – helps avoid slippage and reduce risk of contamination

**Follow the guidelines for keeping food at proper temperature:**

- Keep food at proper temperature. Bacteria multiply rapidly at room temperature ranging from 7.22 to 60 °C. They grow faster between 15.5 to 48.8°C. This includes normal room temperature. For this reason, food must not be placed on a counter or table at longer time.
- Use the proper storage method for purchased food; Keep hot food above 60°C until served; Keep cold food below 4.4°C until served.
- After serving, refrigerate food immediately. Do not allow food to stand at room temperature. Keep food covered to prevent contamination with bacteria.
- Do not keep stuffed uncooked meat, poultry, or fish in the refrigerator.
- Custard, cream, meringue, pies, and cakes with rich fillings should be refrigerated as soon as they cool. Do not allow them to stand below 44.4°C once they have cooled. Thaw food in the refrigerator.

*Humidity promotes mold growth and breeding ground of insects which can infect stored items.*

**IV. Activities:**

Activity 1.

Directions: The following are statements about sanitation and cleanliness to be practiced when working in the kitchen. Check the column that expresses your feelings about each statement.

Statements	Strongly Agree	Agree	Uncertain	Disagree	Strongly Disagree
1. Food handlers must keep their fingernails short and clean.					
2. A hand towel must be used for wiping tools and drying utensils.					
3. The kitchen staff must wear aprons at work.					
Statements	Strongly Agree	Agree	Uncertain	Disagree	Strongly Disagree
4. A headband is worn to keep the hair in place.					





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5. When a worker in the kitchen has colds, he or she is required to take medicine before handling any food.					
6. Utensils are cleaned after used.					
7. Spoons and forks are handled anyway you want.					
8. The work area should be kept free from flies.					
9. Used pot and pans must be cleaned altogether at the same time to save water.					
10. Spilled flour on the worktable must be scooped and returned back to the container.					

Get your total score and divide it by 10 to get your average score. If your average score is: 4- 5 you have a positive attitude towards sanitation in the kitchen 3 – you are uncertain about your attitude towards sanitation 1- 2 you must improve your attitude toward sanitation.

**Activity 2:**

Directions: Complete the table with a list of things which contain personal protective equipment that can only be found in your household.

Personal Protective Equipment	Uses

**Activity 3:**

Directions: Write at least 5 personal cleanliness that you practice at home when preparing food.

- 1.
- 2.
- 3.
- 4.
- 5.

**V. Assessment:**

Directions: Encircle the letter of the correct answer.





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1. How should you thaw frozen foods?
  - A. put them under running water
  - B. put them in a basin with lukewarm water
  - C. thaw frozen foods in the kitchen sink
  - D. thaw frozen foods inside the refrigerator
2. Which does NOT belong to the group?
  - A. apron
  - B. hair net
  - C. face towel
  - D. disposable plastic gloves
3. Why is it NOT advisable to let food stand at room temperature for a long period?
  - A. Bacteria multiply rapidly, making the food contaminated
  - B. It tends to lower the nutritive value of foods.
  - C. It reduces food palatability.
  - D. All of the above
4. It refers to health practices and habits which enable one to stay physically healthy.
  - A. Personal Hygiene
  - B. Personal Grooming
  - C. Personal Schedule for Cleanliness
  - D. Personal Choice
5. It is used to prevent hair from falling into food product.
  - A. Bonnet
  - B. Cap
  - C. Hairnet
  - D. Scarf

**VI. Reflection:**

What significant learning did I gain from the lesson?

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How do I apply in actual situation the knowledge and skills that I gained from this lesson?

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**REFERENCES**

- Book
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  - Training Package (Hospitality and Tourism) Follow Workplace Hygiene Procedures

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